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# **OVW FY 2008 Technical Assistance Program Call for Conference Support Announcement**

## **Deadline**

All Requests for Conference Support must be submitted via email to [OVW.TechAssistance@usdoj.gov](mailto:OVW.TechAssistance@usdoj.gov) by **May 13, 2008**.

## **Contact Information**

For assistance with the requirements of this call for concept papers, contact the Office on Violence Against Women at (202) 307-6026.

## Overview

### About the Office on Violence Against Women

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice. Created in 1995, OVW implements the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership against domestic violence, dating violence, sexual assault, and stalking. Since its inception, OVW has launched a multifaceted approach to responding to these crimes. By forging state, local and tribal partnerships among police, prosecutors, the judiciary, victim advocates, health care providers, faith leaders, and others, OVW grants help provide victims with the protection and services they need to pursue safe and healthy lives and enable communities to hold offenders accountable.

If you would like more information about our Office please visit us at [www.ovw.usdoj.gov](http://www.ovw.usdoj.gov).

### About the OVW Technical Assistance Program

Since 1995, OVW's Technical Assistance Program (TA Program) has provided OVW grantees with the training, expertise, and problem-solving strategies they need to meet the challenges of addressing domestic violence, sexual assault, dating violence, and stalking. OVW's technical assistance projects have offered educational opportunities, conferences, peer-to-peer consultations, site visits, and tailored assistance that has allowed OVW grantees and others to learn from experts and one another about how to effectively respond to crimes of violence against women.

In shaping its technical assistance program, OVW has actively solicited input from its grantees to ensure that efforts are responsive to the needs and concerns of local communities. As part of its commitment to continuous improvement, OVW seeks feedback on a regular basis from its grant recipients so that technical assistance can be enhanced and refined as necessary to meet the needs of communities.

**In responding to the needs of grantees, OVW is adding a new component to its TA Program. In recognition of the excellent training and technical assistance opportunities not provided by OVW, OVW would like to offer limited support to non-OVW sponsored conferences that focus on domestic violence, sexual assault, dating violence, and/or stalking.**

## Types of Support

OVW will accept requests that are seeking support for one or more of the following:

- 1) Funding to support specific workshops at a conference;
- 2) Funding to secure facilitators, presenters and/or faculty for the conference (**NOTE:** consultant rates should be limited to \$450 per day, and any requests for consultants in excess of \$450 per day will require approval from the Director of the Office on Violence Against Women); and
- 3) Funding to support scholarships for conference participants.

Eligible recipients of scholarships must have a position that could be supported by an OVW grant or STOP subgrant, e.g., law enforcement officers, prosecutors, advocates, SANE nurses, and civil legal attorneys. Positions that cannot receive scholarship support, but that might otherwise participate in this work include, but are not limited to, school teachers, psychologists, and public defenders. Applicants for scholarship support must identify and document the criteria by which scholarship recipients will be selected. Applicants must also maintain records and be able to track expenditures related to scholarship support.

Scholarships may be used to support participant travel, including hotel, per diem, air fare, ground transportation and conference registration fees. Please see the Office of Justice Programs, Office of the Comptroller, Financial Guide for guidance on the use of funds to support travel costs <http://www.ojp.usdoj.gov/financialguide/index.htm>.

**OVW is only able to provide support to conferences that will occur after June 15, 2008.**

## **Funding Limitations**

OVW will support requests that are no more than 20% of the total expected conference cost. Organizations interested in applying for more than 20% of total conference costs must apply to the standard OVW Call for Concept Papers, which usually is released in August or September. This type of support necessitates substantial involvement by OVW, including review and approval of agenda, faculty, etc. If selected to receive funding, recipients will be required to report on the final total projects costs and OVW contribution. Recipients who exceed the 20% cap will be expected to return any excess funds to OVW.

Support through this announcement does not make this event an OVW-sponsored event, and therefore does not constitute approval of an individual OVW grantee's use of their OVW Technical Assistance (TA) set aside funds to attend the event for which support is being sought. In order to use OVW TA funds to attend any non-OVW sponsored event a grantee must seek approval from their OVW Program Specialist.

### **Unallowable Activities**

OVW grant funds may not be used for any purpose that is not authorized, including but not limited to 1) any lobbying activities prohibited by 18 USC 1913, or 2) any activities prohibited by 28 CFR 38.

## **Due Date and Notification**

All requests must be received via email to [OVW.TechAssistance@usdoj.gov](mailto:OVW.TechAssistance@usdoj.gov) no later than May 13, 2008. Funding decisions will be made 60 days after receipt of requests.

## **What a Request Must Include**

All requests must include the following information:

- Event name;

- Event sponsor, including a contact name, title, phone number and email address;
- Event co-sponsors/partners, if applicable;
- Dates and location of the event;
- Total expected conference cost (how much does your organization expect to expend to hold this event);
- A description of the target audience, the professions that would most benefit from the training and the anticipated number of attendees;
- A description of the geographic focus of the event, i.e., local, state, regional (two or more states or tribes), tribal or national;
- The anticipated number of participants that would be supported with OVW scholarship funds;
- A description of how the conference will enhance services for victims of domestic violence, dating violence, sexual assault and stalking or improve the ability of jurisdictions to hold offenders accountable for these crimes;
- An agenda, in draft or final form, if available;
- List of speakers/presenters, if available;
- Type of support requested:
  - funding to support specific workshops at a conference;
  - funding to secure facilitators, presenters and/or faculty for the conference; and
  - funding to support scholarships for conference participants; and
- Amount requested, including a breakdown of costs for which you are seeking OVW support, e.g., meeting room expenses, audio/visual equipment, faculty expenses, scholarships.

Requests should not exceed three pages (page limit does not include the draft or final agenda, if available).

## Review Process

Requests submitted by the deadline will be reviewed internally by OVW staff. Requests will be evaluated based on completeness of the request; relevance of training to OVW grantees; whether or not the request is cost effective; whether or not the requested amount would exceed 20% of the total conference cost; and **whether or not the request is duplicative of a current OVW-sponsored conference or training event.**

Organizations submitting requests that are accepted will be required to submit a formal application, including a budget and budget narrative. These applications will be subject to a final internal review.

## **Additional Requirements**

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Comptroller Financial Guide
- Suspension or Termination of Funding
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

All OVW grantees must comply with these additional requirements. Additional information for each can be found at <http://www.ojp.usdoj.gov/funding/otherrequirements.htm>. References to the Office of Justice Programs and its components are deemed to refer to the Office on Violence Against Women, as applicable.

## **Funding to Faith-Based and Community Organizations**

Consistent with President George W. Bush's Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and community organizations will be considered for awards on the same basis as any other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious

symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer, worship, religious instruction or proselytization. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.